

**NOTICE TO ECF USERS**  
**REGARDING FILING OF CERTAIN FEE RELATED EVENTS IN CM/ECF**

This notice requests your assistance in helping ensure the proper collection of filing fees associated with amended schedules and joint motions or stipulations for relief from stay/abandonment. The information below outlines the types of documents to be filed and the appropriate steps to take in CM/ECF when filing these documents.

| Type of Document   | CM/ECF Menu   |
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| <b>Amended Schedules D, E, or F Fee Due</b><br><br>A \$26 fee is to be collected with the filing of Amended Schedules D, E, or F.<br><i>(See exceptions below)</i>   | Bankruptcy > Other > Amended Schedules<br><br>Reminder: At the Receipt Field <b>LEAVE BLANK</b> . Continue filing the document.                 |
| <b>Amended Schedules D, E, or F Exception to Fee Due</b><br><br>No fee is due when changing a creditor's address or adding an attorney.<br><i>(See exceptions below)</i>   | Bankruptcy > Other > Amended Schedules<br><br>Reminder: At the Receipt Field type in <b>N/A</b> as no fee is due. Continue filing the document. |
| <b>Amended Schedules A, B, C, G, H, I, or J No Fee Due</b><br><br>No fee is to be collected with the filing of Amended Schedules A, B, C, G, H, I, or J.   | Bankruptcy > Other > Amended Schedules<br><br>Reminder: At the Receipt Field type in <b>N/A</b> as no fee is due. Continue filing the document. |
| <b>Exception to the Amended Schedules Fee:</b><br><br>1. <b>No Fee to Change Addresses.</b> No fee is due to change the address of a previously listed creditor.<br><br>2. <b>No Fee to Add Attorney.</b> No fee is due to add the name and address of an attorney for a creditor already listed on the schedules so that the attorney can receive copies of notices. The attorney is added as an agent for a creditor already included on the schedule. |   |

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| <p><b>Joint Motion or Stipulation for Relief from Stay - No Fee Due</b></p> <p>No fee is to be collected with the filing of a Joint Motion or Stipulation for Relief from Stay.</p>   | <p>Bankruptcy &gt; Motions/Applications &gt; Relief from Stay</p> <p>Reminder: At the Receipt Field type in <b>N/A</b> as no fee is due. Continue filing the document.</p>   |
| <p><b>Joint Motion or Stipulation for Relief from Stay &amp; Abandonment - No Fee Due</b></p> <p>No fee is to be collected with the filing of a Joint Motion or Stipulation for Relief from Stay &amp; Abandonment.</p>   | <p>Bankruptcy &gt; Motions/Applications &gt; Relief from Stay&gt; with the Ctrl key being held down&gt; select Abandon</p> <p>Reminder: At each of the Receipt Fields type in <b>N/A</b> as no fee is due. Continue filing the document.</p> |
| <p><b>Exceptions to the Automatic Stay Fee:</b> Please note that the following filings do not require a fee:</p> <ol style="list-style-type: none"> <li><b>1. Co-debtor Stays.</b> No fee is due to file a motion for relief from the co-debtor stay under 11 U.S.C. §§ 1201 and 1301.</li> <li><b>2. Approvals of Stipulations.</b> No fee is due to file a motion for court approval of an agreement to any type of relief from the automatic stay.</li> <li><b>3. Family Support Obligations.</b> No fee is due to file a motion for relief from the automatic stay by a child support creditor or representative of a child support creditor if they file the required form.</li> </ol> <p><i>Please note that only one fee is due when filing a combined motion for relief from stay and to compel abandonment.</i></p> <p><small>U. S. Bankruptcy Court, Statutory Filing Fees and Miscellaneous Fees, Item 20.</small></p> |  |

If at the completion of your filing you believe that a fee is not due, please immediately contact the clerk's office at 574-968-2204 and ask to speak with someone in the Financial Department.